

24 MAY 2005

★This instruction implements Air Force Policy Directive (AFPD) 10-2, *Readiness*, and supersedes all guidance provided in AFI 40-501, *Air Force Fitness Program* and AFI 40-502, *The Weight and Body Fat Management Program*. It complements the physical fitness requirements of DoD Directive 1308.1, *DoD Physical Fitness and Body Fat Program*, 20 July 1995; and DoD Instruction 1308.3, *DoD Physical Fitness and Body Fat Procedures*, 5 November 2002. This instruction applies to all Air Force members. Air Force Reserve Command (AFRC) and Air National Guard (ANG) members must meet the standards outlined in this instruction; AFRC and ANG supplement/instruction provides specific information for Active/Guard Reserve (AGR) and Traditional Reserve (TR) members. For guidance on management of units assigned with Air Force Reserve members, Individual Mobilization Augmentee (IMA), and Participating Individual Ready Reserve (PIRR) members refer to the AFRC Supplement 1 to this instruction. This instruction complements AFI 34-266, *The Air Force Fitness and Sports Program*, AFMAN 34-137, *Air Force Fitness and Sports Operations* and AFI 40-104, *Nutrition Education*. This instruction requires the collection and maintenance of information protected by the Privacy Act of 1974. Ensure that all records created as a result of prescribed processes are maintained in accordance with AFMAN 37-123, *Management of Records*, and disposed of in accordance with AFMAN 37-139, *Records Disposition Schedule*. The authority to collect and maintain the records prescribed in this instruction is Title 10, United States Code, Section 8013. Privacy Act system of records notice F044 AF SG N, Physical Fitness File, applies.

★All members of the Air Force must be physically fit to support the Air Force mission. Health benefits from an active lifestyle will increase productivity, optimize health, and decrease absenteeism while maintaining a higher level of readiness. The goal of the Fitness Program (FP) is to motivate all members to participate in a year-round physical conditioning program that emphasizes total fitness, to include proper aerobic conditioning, strength/flexibility training, and healthy eating. Commanders and supervisors must incorporate fitness into the AF culture to establish an environment for members to maintain physical fitness and health to meet expeditionary mission requirements and deliver a fit and ready force. The annual fitness assessment provides commanders with a tool to assist in the determination of overall fitness of their military personnel.

SUMMARY OF REVISIONS

★This interim change implements new guidelines that clarify requirements for the unit-based fitness program, corrects time period for testing following deployment, identifies the fitness software application by name, places a timeline on data entry, specifies requirement for Health and Wellness staff to conduct body fat measurements on accessions, provides minimum period for retest requirements, defines exemption parameters and processes, eliminates required sequence for push-ups and crunches, provides guidance for the assessment of shift workers and intervention for members at Geographically Separated Units, clarifies timelines and requirements for education/intervention, provides guidance for the definition and disclosure of Protected Health Information as it relates to the Fitness Program, inserts maximum screening weights for

accessions, includes Commissioned Officer Training, deletes guidance for IMA/PIRR and individual reservist administrative actions, specifies publication governing the USAFA Cadet Weight and Fitness Program, gives commanders guidance for members failing to present a professional military image while in uniform, corrects procedures and formulas for fitness assessment components, and clarifies administrative and personnel actions for failing to attain physical fitness standards.

★1.12.3.1. Commanders will offer a unit-based program led by trained PTL at least three times per week specifying frequency of required individual participation.

★1.12.7. Appoints a Unit Fitness Program Manager (UFPM).

★1.12.12. Ensures members returning from deployment, who were exempted during deployment, are tested 6 weeks after reconstitution period.

★1.14.2.1. Enters and updates exemptions in the AF FMS.

★1.14.2.4. Ensures member's fitness assessment results are entered into the AF FMS within 14 days of the completed assessment.

★1.19.4. Ensures members in the HAWC performing duties related to the FP have received required certification, continuing education, and annual training.

★1.19.5. Ensures male and female members of the HAWC staff are trained to conduct height, weight and body fat measurements (IAW DoDI 1308.3) on accessions referred by AFRS or the CSS, as needed. Note: Accessions include enlisted to officer transfers, Palace Chase and Palace Front.

★1.25. **Individualized Mobilization Augmentees (IMA) and Participating Individual Ready Reservists (PIRR).** IMAs and PIRRs participating for pay, and/or points, are subject to the provisions in this AFI. The UFPM, for the unit the IMA is attached, ensures the fitness assessment is accomplished and appropriate follow-up is completed.

★3.4.2. **Marginal.** Test within 90 days, but not during the first 45 days of achieving a marginal score.

★3.4.3. **Poor.** Test within 90 days, but not during the first 45 days of achieving a poor score. This time period facilitates lifestyle change and sufficient conditioning time to increase fitness level while preventing injury. For IMAs/PIRRs, see guidance in AFRC Supplement.

★ 3.5.2. **Marginal Score.** Must retest within 90 days and complete the Healthy Living Workshop (HLW), unless completed in the past year.

★3.5.4. If a member is unable to complete any scheduled fitness test or classes due to mission requirements, the member must receive written approval from the unit commander for an excusal. A copy of the written approval is filed in the member's PIF. The member must be rescheduled and attend the missed appointment within 15 duty days after completion of mission requirement.

★3.5.4.1. DELETED.

★3.5.4.2. DELETED.

★3.5.4.3. DELETED.

★ 3.6. **Exemptions.** Exemptions are designed to categorize members as unable or unavailable to train or test for reasons beyond the control of the member or commander.

★ 3.6.1. **Component Exemptions.** The commander may grant members an exemption from components (aerobic assessment, crunches, and/or push-ups) of physical training or physical assessment based on medical recommendations IAW para 4.2.3. When the component exemption expires or is cleared by the provider, the member will become due for a composite assessment. If the component exemption exceeded 30 days, the member is given 6 weeks following the expiration or clearance of the medical exemption for training.

★ 3.6.2. **Composite Exemptions.** Composite exemptions shall not be issued for personnel still currently assigned to a unit and still available to test solely for the purpose of removing a member from the denominator (i.e., impending retirements or separations, scheduled TDY, overdue, etc.). The unit commander may grant a temporary exemption from the entire composite assessment according the following limited circumstances:

★**Table 3.1. Composite Exemptions.**

Type	Definition
Medical ¹	Member is prohibited from completing all components of the fitness assessment.
Pregnancy ²	Member has a pregnancy profile.
Deployment ¹	If a member is due to test prior or during projected deployment, the member will complete an assessment prior to deployment. Member on 365-day TDY will test prior to departure. If this is not possible due to extenuating circumstances or the deployment is extended beyond the member's currency, the commander may grant a deployment exemption.
Commander ¹	Members unable to complete an assessment for time-limited, unforeseen catastrophic event that precludes training and testing for greater than 30 days (e.g., Sept 11 th) may be exempt for that period. Members in inbound status are exempt through the RNLTD and given 6 weeks to acclimatize before testing. Exemptions are not granted for members in outbound status; members that are due to test prior to the RNLTD must be tested prior to PCS. Members on PTDY in conjunction with terminal leave and/or on terminal leave may be exempt until the member is removed from active status.

Notes:

1. If the exemption exceeds 30 days, the member is given 6 weeks following the expiration of the medical exemption for training.

2. Member is exempt from fitness testing during pregnancy and 180 days after delivery date IAW para 4.2.9.1 and 4.2.9.2.

★4.2.1. All members must complete the Fitness Screening Questionnaire prior to fitness testing.

★4.2.2. Providers may authorize temporary medical exemptions for medical conditions that prevent a member from safely participating in specific physical conditioning programs, participating in a component of the fitness assessment, or who require temporary exemption from a component of testing. The provider will specify the length of time required for exemption and the time the member will be cleared to test that component(s). Assessment for participation in fitness activities should be made at each visit to prevent the member from having to return for clearance or exemption at a later date.

★4.2.3.1. Aerobic fitness test. The physician should specify exemption from running, walking, cycling, or all three based on injury, illness or unacceptable cardiovascular risk. See paragraph 4.2.6. and 4.2.2.

★4.2.5. Providers will not recommend total exemption from a regular fitness/exercise program; rather, the provider should recommend specific conditioning appropriate for the medical condition (per para 4.2.2.-4.2.4.). The provider will refer the member medically cleared for exercise, but exempt from specific activities, to the FPM, or appropriate ancillary provider (e.g. physical therapist) for fitness/rehabilitative consultation.

★4.2.6.1. Medical exemptions will last no longer than one year, with the exception of pregnancy exemptions and those with a permanent exemption following an MEB/PEB.

★4.2.6.2. All members for whom medical exemption from testing, or for whom fitness training must be modified for greater than 30 days, including pregnancy, will be referred to the FPM, or appropriate ancillary provider (e.g. physical therapist) for an exercise assessment, prescription and counseling or rehabilitation program.

★ 4.2.7.3. Members who undergo MEB/PEB for a medically disqualifying condition must be profiled in accordance with the medical guidance from AFPC/DPAMM and the recommendations of their PCM.

★4.3.1.2. The muscular fitness assessment (pushups then crunches) may be accomplished before or after the 1.5 mile run, but must be completed after the cycle ergometry test (or 1-mile walk for eligible members).

★4.3.1.4. The assessment components should be scheduled to allow adequate rest for members on irregular/shift work hours.

★4.3.3. **Aerobic Assessment.**

★4.3.3.2. Members medically exempted from the run and cleared for a sub-maximal test will complete the cycle ergometry test according to procedures in **Attachment 9**.

★ 5.2.3. Members at GSUs or other locations where HAWCs are not readily accessible may receive HLW, FIP, and BCIP education and intervention through distance learning tools, electronic media, and virtual program management (e.g. teleconferences and/or video teleconferences) approved by AFMSA/SGPP. HAWC staff at the unit's host or servicing base may oversee and accomplish the required interventions.

★5.3.1.1. Required for all members receiving composite fitness score <75; members must attend within 10 duty days of fitness assessment.

★5.3.3.1. Individuals who score <70 and have an abdominal circumference >40 inches (male) or >35 inches (female) will attend the first session of BCIP (a multidisciplinary, multi-session body

composition improvement program) within 10 duty days of completing the HLW. BCIP sessions should be scheduled and attended in sequential order.

★5.3.3.2.6. Follow-up sessions; group or individual format. Member will schedule a monthly follow-up until the member achieves a composite score ≥ 70 . Follow-ups may be accomplished by a dietitian, psychologist, or other provider in accordance with the members goals/needs and coordinated with the BCIP instructor.

★5.3.3.4. A registered dietitian, nutritional medicine technician, or other medical staff member authorized to provide nutrition counseling IAW AFMAN 44-144, Nutritional Medicine Service, conducts the BCIP.

★5.4.1. The UFPM should schedule a Fitness Review Panel meeting with the FPM for members in the poor category who fail to achieve a higher score at the 90 day retest.

★5.4.2.1. Review AF Forms 1975 and food records, as applicable. Evaluate the member's fitness program, test results and barriers to improvement.

★5.4.2.2. Recommend additional intervention to assist the member in successful program outcome. Document these recommendations on AF Form 108 for the commander's signature.

★5.4.2.3. Consist of the minimum necessary to achieve the requirements in para 5.4.2.1. and 5.4.2.2. (e.g. member, member's supervisor, fitness program manager, dietitian/diet therapist, medical provider, as needed).

★5.5. Protected Health Information

★5.5.1. Fitness assessment and training data, to include run times and VO2 scores, push-ups, crunches, abdominal circumference and component or composite scores do not meet the definition of protected health information (PHI) as outlined in 6025.18R, DoD Health Information Privacy Regulation.

★5.5.2. Any occasion where a member interacts with a medical provider or technician for education, intervention, assessment, or treatment related to the fitness program, the information generated as a result of the interaction is PHI and must be handled IAW DoDI 6025.18R and the MTFs local procedures.

★5.5.2.1. If PHI must be shared with the commander and their staff, an accounting of the release must occur as outlined in DoDI 6025.18 and as outlined in local MTF policy unless the member signs or provides written authorization to disclose the information.

★6.1. **Accessions.** Weight and body fat determinations (as accomplished at MEPS or other point of entry to service) remain part of accession physical standards and may also be used as entry criteria for accession training programs. Weight standards are delineated in Table 6. Procedures are delineated in DoDI 1308.3. AF entry standards are maximum screening weights for BMI of 27.5 kg/m² (see DoDI 1308.3, Table E2.T1) and maximum body fat of 20% for males <30, 24% for males ≥ 30 , 28% for females <30, and 32% for females ≥ 30 . Applicants exceeding these body fat standards are disqualified for entry into the AF. Those at or below the minimum weight (BMI of 19) must undergo medical evaluation prior to consideration for acceptance.

★Table 6.1. Maximum and Minimum Allowable Weights.

Represents Maximum Allowable Weights for BMI of 27.5 (regardless of age)																								
Height (inches)	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	
Weight (pounds)	131	136	141	145	150	155	160	165	170	175	180	186	191	197	202	208	214	220	225	231	237	244	250	

Represents Minimum Weights for BMI of 19.0																								
Height (inches)	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	
Weight (pounds)	91	94	97	100	104	107	110	114	117	121	125	128	132	136	140	144	148	152	156	160	164	168	173	

★6.2. **Students.** Commanders, Superintendents, or Commandants of units such as the United States Air Force Academy, Basic Military Training, Advanced Technical Training Centers, Undergraduate Pilot and Navigator Training Centers, Basic Officer Training, Commissioned Officer Training, Reserve Officers Training Corps, Graduate Medical Education and AFIT education programs will align fitness testing standards with this instruction. A fitness assessment composite score of 75 or greater is required for AF, AFRC and ANG members to graduate from Technical Training or to obtain a commission through USAFA, ROTC, Basic Officer Training or Academy of Military Science. Students assigned to civilian institutions (e.g., AFIT) will participate in fitness assessments conducted by local ROTC detachment, where available, base of servicing MTF (since member is not assigned to any unit on base, the HAWC will schedule member to be tested by a PT Leader on base) or other arrangements as determined by the assigned commander. Results of fitness assessments will be entered into the AF FMS by the UFPMP, or designated alternate, at the unit of assignment for purposes of tracking, generating reassessment dates, metrics and reports.

★ 6.3.1.4. In unique circumstances (only one AF member at a location), the unit commander may authorize the unit member to be tested by a non-AF person trained by the servicing HAWC to conduct the assessment. Results of the fitness assessment will be entered in the AF FMS by a UFPMP in the parent organization.

★6.5.6. DELETED.

★6.5.6.1. DELETED.

★6.6. **Installations with Extreme Weather Conditions.** Commanders may request a waiver from the MAJCOM/CV to use the cycle ergometry test in lieu of the 1.5-mile run test for extreme weather conditions (reference A8.3.). The waiver must specify periods unable to complete the run test safely.

★8.2.2. The unit commander will take administrative action for members that have a composite score <70 for greater than 180 days and each subsequent composite fitness score <70 if the member shows no sign of significant improvement. See Table 13 for available options.

★8.2.6. Administrative Separation. Commanders will make a discharge or retention recommendation to the Installation Commander when an individual remains in the poor fitness category for a continuous 12-month period or receives four poor fitness assessments in a 24-month period. Commanders follow procedures in AFI 36-3206, *Administrative Discharge Procedures for Commissioned Officers*, or AFI 36-3208, *Administrative Separation of Airmen*.

★8.2.6.1. Reassignment of Individual Reservists: The unit of assignment/attachment commander may initiate reassignment action after the second unsatisfactory observation period. The member may be reassigned to the inactive reserve, either Non-Affiliated Reserve Section (NSRS)-NB if obligated, or NARS-NA if non-obligated. If the member does not report for mandatory 90-day

body composition check, reassignment action will be initiated. Members will be reassigned according to AFI 36-2115, *Assignments within the Reserve Components*. All administrative actions must be coordinated with the MAJCOM, unit of attachment, and unit of assignment.

★8.2.6.2. DELETED.

★8.2.7. Failing to present a professional military image while in uniform.

★8.2.7.1. Commanders must ensure members present a professional military image while in uniform. A professional military image/appearance may or may not directly relate to an individual's fitness level or weight. In these cases commanders:

★8.2.7.2. May require individuals who do not present a professional military appearance (regardless of overall fitness composite score) to enter the fitness improvement program.

★8.2.7.3. May schedule individuals for fitness education/ intervention.

★8.2.7.4. Must specify in writing, the date an individual should complete the program and the requirements they must meet.

★8.2.7.5. May extend the exercise program in writing beyond the initial period until the participant achieves a professional military appearance.

★8.2.7.6. May take administrative/personnel action if the individual fails to participate or comply with the requirements set up by his/her commander.

★8.2.7.7. There are no system updates for this program.

★8.3.1. Members in all fitness categories may participate in PME and attend technical training, undergraduate and graduate education and training programs and other advanced or specialized training programs in accordance with specific course requirements and commander discretion.

★8.3.6. USAFAI 36-2002, Cadet Weight and Fitness Program, governs members attending the USAF Academy.

★8.4.7.3. Dispose of the FP case file IAW Air Force Records Disposition Schedule at <https://webbrims.amc.af.mil>. See Table 36-12, Rule 13.

The following are **added** to Attachment 1, *Abbreviations and Acronyms*

★AF FMS Air Force Fitness Management System

The following are **added** to Attachment 1, *References*

★AFMAN 15-129, *Air and Space Weather Operations – Processes and Procedures*

The following are **deleted** from Attachment 1:

★AFVA 40-503, United States Air Force Maximum Allowable Weight (MAW) Table

★AFMAN 37-139, Records Disposition Schedule

★AFMAN 44-132, Dietary Information for Weight Loss

★AFMAN 44-144, Nutritional Medicine

The following term is changed in Attachment 1:

★**Fitness Assessment Monitor (FAM)** An individual who is trained and certified by the FPM to conduct cycle ergometry fitness assessments. FAMs should be a role model and advocate for fitness. This is an additional duty and not a primary AFSC.

★A4.3 Are you 35 years of age or older?

○ Yes Proceed to next question.

○ No Stop here; sign form and return to your Unit Fitness Program Manager.

★A6.3. To evaluate muscular fitness, you will perform one minute each of pushups and crunches. Due to the heart rate component used in cycle ergometry testing (and one-mile walk test), the muscular fitness component is completed following those tests/cool down. The abdominal circumference measurement and muscular fitness component must be completed within five days of the aerobic component.

★A6.4.4. Warm-up at least five minutes prior to scheduled 1.5-mile timed run; warm-up time is not included in the assessment.

★A6.6.1. If you are taking medications that influence your heart rate, you should contact your provider prior to taking the cycle ergometry assessment (or other approved sub-maximal, heart-rate based assessment).

★A7.1.4. Measurement will be recorded to the nearest inch. If the height fraction is less than ½ inch, round down to the nearest inch. If the height fraction is ½ inch or greater, round up to the nearest inch.

★A7.3.5. Examiner is positioned at right side of the member.

★A7.3.9. Take the circumference measure three times and record each measurement to the nearest ½ inch. If any of the measures differ by more than one inch from the other two, take an additional measurement. Add the three closest measurements, divide by 3, and round down to the nearest ½ inch. Record this value as the abdominal circumference measure.

★A7.3.10. DELETED

★A10.3.1.1. Females: $VO_2 = 132.853 - (0.388 \times \text{age in years}) - (0.077 \times \text{weight in lb.}) - (3.265 \times \text{walk time in minutes, to nearest hundredth}) - (0.157 \times \text{heart rate})$

★A10.3.1.2. Males: $VO_2 = 132.853 - (0.388 \times \text{age in years}) - (0.077 \times \text{weight in lb.}) - (3.265 \times \text{walk time in minutes, to nearest hundredth}) - (0.157 \times \text{heart rate}) + 6.318$

★A11.2.3. **Assessment Explanation:** The crunch instructions (as found below) will be read to the member prior to the assessment. It is recommended that the member stretch out the hip flexors and abdominals prior to beginning the assessment.

★Attachment 13

Table 13. Administrative and Personnel Actions for Failing to Attain Physical Fitness Standards (See Notes 1-3).

Poor Fitness Score (See Notes 1, 2, 3)	>6 mo	>9 mo	>12 mo	>24 mo
Options				
Verbal Counseling	Use verbal counseling anytime and as often as needed			
Letter of Counseling	X			
Letter of Admonition	X			
Limit Supervisory Responsibilities	X	X		
Letter of Reprimand	X	X		
Establish UIF	X	X		
Withhold or Defer Promotion (Enlisted)	X	X		
Reenlistment Ineligibility (see note 5 and 7)	X	X	X	
Deny Voluntary Retraining		X	X	
Deny Formal Training		X	X	
Performance Report Comments (see note 4)	X	X	X	
Promotion Delay/Removal (Officers)	X	X	X	
Nonrecommend for Promotion (Enlisted)		X	X	
Remove Supervisory Responsibilities	X	X	X	
Placement on the Control Roster		X	X	
Administrative Demotion		X	X	X
Reenlistment Nonselection (see note 6 and 7)		X	X	X
Administrative Separation			X	X
Retention with continuation in FP and appropriate administrative actions from 3 rd Poor Fit List				X

NOTES:

1. This figure provides the normal sequence and timing of administrative and personnel actions when an individual fails to achieve a passing fitness score and shows no sign of significant improvement; however, unit commanders exercise their discretion when selecting the appropriate administrative and personnel actions. This table is only a suggestion and an example for commanders to use.
2. Commanders may determine it would be appropriate to deny one or more personnel actions prior to six months unfit based on other quality factors or the individual's level of effort towards a higher fitness level. In addition, unit commanders should take progressively more severe administrative/personnel actions, based on the number of failed fitness assessments.
3. Commanders should refer to the governing instructions to determine the correct forms and procedures for each action.
4. Do not put fitness scores on OPRs and EPRs. If commanders have taken all the appropriate actions that would lead to a referral report then wording should not focus on the overall numerical fitness score but rather the reasons/behavior that resulted in the poor fitness assessment. As with any other Air Force standard, you should mark blocks on the front and back of reports accordingly

with the same consideration you give individuals concerning any other infraction of Air Force standards.

5. Commanders may render an individual ineligible for reenlistment rather than denying reenlistment by specifying ineligibility versus nonselection on the AF Form 418, Selective Reenlistment Program Consideration. This allows the flexibility of authorizing an individual to extend their enlistment for either 4 or 7 months to improve their fitness level.

6. Individuals nonselected for reenlistment are not allowed to extend for any reason and will separate on their DOS.

7. The commander may complete a second AF Form 418 changing the member's ineligibility or nonselection status at any time.